



PLANNING

The mission of MAPD is to provide professional planning expertise to the community regarding land use, community facility and transportation needs so that the Wichita/Sedgwick County metropolitan area continues to be a quality place to live, work and play.

DEPARTMENT GOALS AND OBJECTIVES

1. Undertake and coordinate comprehensive, area and neighborhood revitalization plan preparation and implementation initiatives consistent with priorities set by the City Council and Board of County Commissioners. [\(Strategic Priority I, II and III\)](#)
 - a. Conduct all plan preparation and implementation initiatives in a timely manner.
 - b. Ensure that all plans reflect community consensus and support.
2. Administer the City of Wichita unilateral and consent annexation process, and complete reviews of small city unilateral and island annexation initiatives in Sedgwick County. [\(Strategic Priority I and III\)](#)
 - a. Process all annexation cases in a timely manner, consistent with state statutes.
 - b. Effectively maintain the City of Wichita annexation records and logs.
 - c. Evaluate and make recommendations on all Sedgwick County small city unilateral and island annexation initiatives submitted to the MAPC for review.
3. Provide zoning and development applications information to the public. [\(Strategic Priority I, II and III\)](#)
 - a. Maintain the official zoning map and GIS layer.
 - b. Develop a methodology for electronic submittal of development applications.
4. Process development applications for Wichita-Sedgwick County Metropolitan Area Planning Commission, Wichita Zoning Appeals, Sedgwick County Board of Zoning Appeals, Wichita Historic Preservation Board and the Governing body action within time frames specified by state statute and city code. [\(Strategic Priority I and III\)](#)
 - a. Process all case files as follows: (1) schedule within 59 days to MAPC meeting, (2) schedule within 36 days to BZA meeting, (3) schedule within 14 days to HPB meeting, (4) schedule applications for governing body approval for next available meeting after close of protest period and/or receipt of required documents for final approval.
5. Provide administrative support for all transportation planning activities including research, document preparation, and distribution. [\(Strategic Priority II and III\)](#)
 - a. Provide staff support for WAMPO meetings.
 - b. Provide staff support for TAC meetings.
 - c. Encourage public involvement in the transportation planning process.
6. Assume that short range planning activities are consistent with the Long Range Transportation Plan following Federal, State, and MPO guidelines. [\(Strategic Priority I, II and III\)](#)
 - a. Process amendments to the Transportation Improvement Program.
 - b. Process Transportation Enhancement funded applications for communities in the planning area.

PERFORMANCE MEASURES



City of Wichita - Internal Benchmark

Dept. Objective	Program Measure Description	Benchmark	2004 Actual	2005 Projected	2006 Target	2007 Target
1a	Initiatives completed within established timeframes	Y	Y	Y	Y	Y
1b	Plans endorsed by DAB's, MAPC & City Council	Y	Y	Y	Y	Y
2a	Applicants' complaints or processing errors	5	0	0	0	0
2b	Records up-to-date and easily accessible	Y	Y	Y	Y	Y
2c	Staff report to MAPC/BoCC within statutory deadline	Y	Y	Y	Y	Y
3a	Changes made to zoning map accurately	Y	Y	Y	Y	Y
3b	Prepare analysis of electronic filling	Y	N/A	Y	N/A	N/A
4a	All cases processed within specified timeframes	Y	Y	Y	Y	Y
5a	Staff provides appropriate support	Y	Y	Y	Y	Y
5b	Percentage of TAC meetings with staff support	95%	100%	100%	100%	100%
5c	Comply with Public Involvement Policy	Y	Y	Y	Y	Y
6a	All amendments processed	Y	Y	Y	Y	Y
6b	All applications processed	Y	Y	Y	Y	Y



RECENT ACCOMPLISHMENTS

- Balanced City of Wichita and Sedgwick County service needs.
- Maintained collaboration with development community.
- Completed "Urban Fringe Development Standards" policy paper.
- Processed 950 land use applications.
- Completed Midtown Neighborhood Plan and rezoning.
- Completed McAdams Neighborhood rezoning.
- Started update to Northeast Wichita Plan.
- Continued work on Wichita-Sedgwick County Comprehensive Plan update.
- Initiated McConnell AFB Joint Land Use Study.
- Completed 21st Street North Corridor Revitalization Plan.
- Started implementation work on 21st Street Plan.
- Helped initiate Flood Plain Management Task Force.
- Substantially complied with FHWA/FTA certification review.
- Finished funding allocation process for the Intelligent Transportation System.
- Hired consultant to develop ITS Regional Architecture.
- Hired consultant for Long Range Transportation Plan.

OVERVIEW

The Metropolitan Area Planning Department (MAPD) serves as a clearinghouse for development related data for the City of Wichita and Sedgwick County. The MAPD makes recommendations on development applications and issues to the Metropolitan Area Planning Commission, the City Council, the County Commission and various boards and commissions. The MAPD holds workshops and hearings to facilitate citizen involvement in the planning process, and publishes periodic reports on topics such as population growth and development trends.

The MAPD has three primary areas of responsibility to carry out its mission:

1. The MAPD coordinates the development of a Comprehensive Plan for the City of Wichita and Sedgwick County. MAPD develops and implements neighborhood plans for the City of Wichita. In addition, it provides assistance to the City of Wichita and Sedgwick County on a wide range of other policy and technical matters related to the Comprehensive Plan. (**ADVANCED PLANS**)
2. The MAPD advises the MAPC, the City Council and the County Commission on zoning, subdivision and other related matters. Working with other departments, MAPD helps implement the development review process. MAPD oversees historic preservation efforts. Staff support is also provided to the Historic Preservation Board, Wichita Board of Zoning Appeals, and Sedgwick County Board of Zoning Appeals. (**CURRENT PLANS**)
3. The MAPD provides multi-modal transportation planning support for the City of Wichita and Sedgwick County. It is also responsible for all activities of the Metropolitan

Planning Organization (MPO), including preparing plans, implementation programs, and securing federal and state transportation funds, and as such provides planning support to all jurisdictions within the metropolitan planning area. (**TRANSPORTATION DIVISION**)

Located within MAPD, but grant funded, is the one Senior Planner dedicated to historic preservation. Responsibilities include design review for building alterations in and around historic districts, advertisement of a low-interest loan program and community education.



DIVISION DESCRIPTION

The MAPD is organized into four divisions: Administration, Advanced Plans, Current Plans and Transportation.

ADMINISTRATION: The Administration Division is responsible for leadership and department management, overseeing the department budget, monitoring federal and state transportation grants, and recording minutes of several advisory boards.

ADVANCED PLANS: The Advanced Plans Division is responsible for long-range, land use planning initiatives for the ongoing development, review, updating and monitoring of the Wichita-Sedgwick County Comprehensive Plan, neighborhood revitalization plan preparation, and plan implementation. Related tasks include population, employment and socio-economic data gathering and analysis, review of City and County Capital Improvement Programs, as well as land use research and policy analysis on a wide range of community planning issues, and the production of the annual Development Trends Report and the Key Indicators of Community Change Report.

In addition to long-range land use planning initiatives, the Advanced Plans Division also has responsibility for completing the environmental reviews for mandated Consolidated Plan projects and activities, annexation caseload management for all Wichita annexations and small city unilateral annexations in Sedgwick County, community planning outreach initiatives (including the quarterly *Metro Planning Newsletter*), census



bureau liaison on BAS map updates, and providing technical planning support to various government agencies and departments as well as the general public. The Division also produces graphic materials in support of the MAPD and other City Departments.

CURRENT PLANS: The Current Plans Division is responsible for administering regulatory activities for zoning, subdivision and other development related activities in an overall effort to implement adopted long-range plans, ensure compatibility with adjacent properties, and guarantee development to proper standards and with appropriate public services. Current Plans accepts, reviews, researches, analyzes and provides professional planning recommendations for City and County zoning changes, conditional use permits, community unit plans, zoning appeals, subdivisions, vacations, dedications, lot splits, street name changes, administrative adjustments and landscape plan reviews. Current Plans staff provides draft recommendations for regulatory ordinances and resolutions, responds to requests for regulatory information and prepares special studies as needed. Staff support is provided to the Metropolitan Area Planning Commission, Wichita Board of Zoning Appeals, Sedgwick County Board of Zoning Appeals and the Historic Preservation Board. A Graphics Section provides graphic design work for the department, and they are responsible for maintaining base maps that reflect plats and rights-of-way, the official zoning map and historic aerial photos.

TRANSPORTATION PLANS: The Transportation Planning Division is responsible for all modes of surface transportation within the metropolitan planning area. The division coordinates between local, state, and federal transportation agencies in preparing the long-range Transportation Plan and the short-range Transportation Improvement Program, securing and programming federal and state funds, monitoring congestion, and performing traffic impact and corridor studies. Other responsibilities include planning for pedestrian-bicycle trails, assisting the transit and para-transit service providers, providing opportunities for public input into the transportation planning process, and providing technical assistance to staff and the governing bodies of all jurisdictions within the MPO's planning area.

FINANCE AND OPERATIONS

The inter-local agreement provides that MAPD is funded 50 percent by the City of Wichita and 50 percent by Sedgwick County, with grants supporting Transportation Planning and Historic Preservation. In addition to 50 percent of the cash funding, the City also provided in kind services in the amount of \$303,510 in 2004. The department generates revenue from items such as subdivision plats, rezoning fees, and the sale of maps and planning publications.

Summary of Revenue Sources					
\$ In Thousands					
	2003	2004	2005	2006	2007
Historic Preservation grants	88	81	83	85	88
Planning grants	684	1,451	2,879	1,514	1,617
Program revenue	303	303	275	280	285
Sedgwick County	531	590	683	726	751
City of Wichita	531	590	683	726	751
Total Revenue	2,137	3,015	4,603	3,331	3,492

Revenues are expected to be less than in 2004, despite a continued demand for more sophisticated services. The dual fee structure contributes to a smaller and unequal cost recovery structure for citizens and businesses using planning services.

The 2005 Revised budget continues to invest in technology to provide more convenient and more efficient services without additional staff. Per Council action in June 2003, the Wireless Study consultant was completed in 2003. MapWise became available in 2000, and this provided computerized desktop access to zoning maps, making the maps far more accessible than the paper versions. In 2005 GeoZone (formerly MapWise) access continued to expand. Though current maps are available on the desktop, numerous maps and documents currently stored on paper are routinely drawn from archives. A large-surface scanner was purchased to convert historical maps to an electronic format and continue to scan existing hard copies. Conversion of paper maps to electronic format will offer an enhanced service to developers, facilitating e-mailing of maps, saving mailing costs, printing costs and long-term staff time. Starting in 2006 the formerly grant funded professional position in the Historic Preservation Office will be added to the City-County Planning fund in the 2006 Proposed budget.



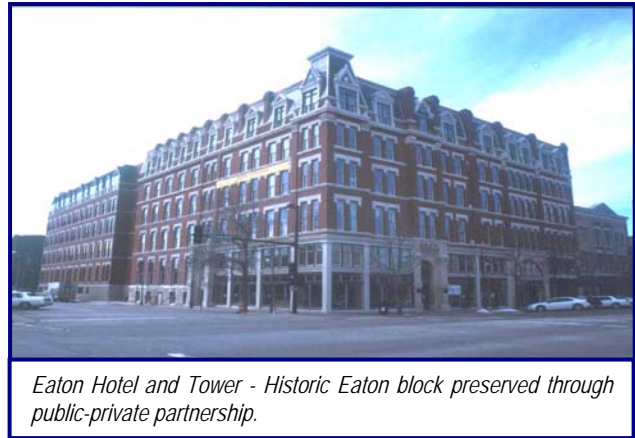
Selected Service Levels					
	2002	2003	2004	2005	2006
Annexation requests	18	23	20	25	25
Unilateral annexations	2	0	0	1	0
Small city annexations	5	18	3	10	12
Annexation staff hours	321	455	299	520	300



Kansas law requires that the City of Wichita and Sedgwick County adopt and review a Comprehensive Plan annually, and by Federal law, prepare a major update of the plan every five years. Work on the Comprehensive Plan will be ongoing in 2005 including public forums for early and meaningful citizen input. Funds for public hearings, legal notices, and publication are included in the 2005 and 2007 budgets. The draft will be reviewed in 2005 and the adopted Comprehensive Plan will be published in 2007.

FUTURE CHALLENGES

- Fulfill obligations as a **Wichita Visioneering** partner.
- Scarce resources i.e., manpower and funds.
- Arena Planning and design/Area Neighborhood Redevelopment Plan.
- 21st Street implementation.
- Northeast Plan implementation.



Eaton Hotel and Tower - Historic Eaton block preserved through public-private partnership.

City-County Planning Department Budget Summary					
	2004 Actual	2005 Adopted	2005 Revised	2006 Adopted	2007 Approved
Personal Services	1,243,072	1,308,500	1,377,930	1,464,830	1,522,410
Contractual Services	224,059	241,160	243,180	247,370	244,170
Commodities	16,526	17,590	19,600	19,600	19,600
Capital Outlay	11,422	0	0	0	0
Total Fund Expenditures	1,483,657	1,567,250	1,640,710	1,731,800	1,786,180
Less: Sedgwick Co. contribution	(590,274)	(642,800)	(682,850)	(725,900)	(750,590)
Other revenue	(303,109)	(281,650)	(275,010)	(280,000)	(285,000)
Net Planning Fund Expenditures	590,274	642,800	682,850	725,900	750,590
Grant Resources	1,451,010	1,003,000	2,841,030	1,514,400	1,617,170
Local Resources	1,483,657	1,567,250	1,640,710	1,731,800	1,786,180
Total Planning Resources	2,934,667	2,570,250	4,481,740	3,246,200	3,403,350
Full-time positions	28	28	28	29	29
Part-time positions	4	4	4	4	4
Total FTE positions	28.95	29.30	29.30	*30.30	30.30
*The 2006 Budget includes the Planning Analyst position for the Historical Preservation Office.					

For additional information on the Planning Department visit www.wichita.gov